**Job Description**

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| Job Title: Homeless Prevention Personal Advisor |
| POSCODE: 333007820 |
| Grade: S01 |

**Overall purpose of the job**

An exciting opportunity has arisen to work within our Leaving Care service, providing intensive advice

and support to young people who are at risk of becoming homeless or currently experiencing

homelessness.

**Main accountabilities**

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| To work with identified care leavers (18-25 years) who are homeless/rough sleeping or at risk of becoming homeless, providing advice and support which enables young people to live in suitable accommodation. |
| To work alongside the allocated Personal Advisors, offering direct and indirect interventions enabling young people to make informed choices and to support to access suitable and sustainable accommodation. This will involve contributing to individual Pathway Plans where appropriate. |
| Early Identification and Intervention: to participate in transition discussions offering specialist advice for young people under the age of 18 years who require bespoke or creative alternative housing plans as they move into adulthood. |
| To be the lead link with Cambridge City Council and the five housing districts within Cambridgeshire to ensure effective delivery of the Joint Housing Protocol for Care Leavers |
| To work closely with a range of stakeholders including accommodation providers, adult services, substance misuse services and youth justice/ probation to work collaboratively to ensure effective Pathway Planning is in place to prevent homelessness. |
| To understand and review performance data to support service development. |
| To be a champion in our strategy to prevent homelessness for all care leavers, sharing your expertise across the corporate parenting service and with our partner agencies. |
| Demonstrate an awareness and understanding of equality, diversity and inclusion. |

**Safeguarding commitment** *(Include for roles involving work with children/vulnerable adults)*

We are committed to safeguarding and promoting the welfare of children and young people/vulnerable adults. We require you to understand and demonstrate this commitment.

**Person Specification**

**Qualifications, knowledge, skills and experience**

Minimum level of qualifications required for this job

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| Qualifications Required | **Subject** | **Essential/**  **Desirable** |
| **A’ Levels/NVQ Level 3** | **Relevant Work Area or Equivilant**  **DipSW or equivalent**  **Diploma in Youth and Community Work** | **E**  **D**  **D** |
| **Degree/NVQ level 4** | **Preferably relating to children and young people.** | **D** |
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Minimum levels of knowledge, skills and experience required for this job

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| Identify | Describe | Essential/Desirable |
| **Knowledge** |  |  |
| Children & Young People | Able to demonstrate a sound understanding of issues relating to children and young people and the ability to engage with this group and respond appropriately.  Demonstrable understanding and commitment to equal opportunities and the ability to use this knowledge in anti-discriminatory professional practice with young people and partner organisations | E |
| Care Leavers | Understanding of the laws and issues relating to care leavers.  Able to demonstrate significant knowledge of current local and national policies affecting Care Leavers. | E |
| Housing | Understanding of the laws and issues relating to homelessness/rough sleeping  Able to demonstrate significant knowledge of local and national policies affecting care leavers who are either homeless or at risk of homelessness | E |
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| **Skills** |  |  |
| IT/Digital | Ability to use full MS Office package | E |
|  | Ability to support Web development/content, alongside our in-house communications teams. | E |
| Communication and Engagement | Proven ability to communicate effectively within a range of settings, using a wide range of communication skills.  Demonstrable skills in engaging with external organisations, communicating our vision and negotiating potential opportunities for our Care Leavers  Strong skills in building sustainable relationships across the public, voluntary and private sectors. | E  E  D |
| Innovation and Initiative | Ability to think bigger in order to enhance the opportunities available to our care leavers, whilst remaining mindful of our organisation’s statutory requirements. | E |
| Ability to travel | Ability to travel within and outside the county | E |
| **Experience** |  |  |
| Direct work with Children & Young People | Experience of working and engaging with Children & young people. | E |
| Working with children in care and care leavers | Experience of the Care system and, of working with children in the care system and transitioning out of care will be useful | D |
| Engagement and relationship development with Partners | Ability to demonstrate excellent communication skills to develop new partnerships and build on existing relationships | E |
| Equality, Diversity and Inclusion (applies to all roles. | Ability to demonstrate awareness and understanding of equality, diversity and inclusion and how this applies to this role. | |
| **Safeguarding** *(include for roles working with children/vulnerable adults)* | Demonstrate an understanding of the safe working practices that apply to this role.  Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults. | |

**Disclosure level**

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| What disclosure level is required for this post? | None | Standard |
| **Enhanced** | Enhanced with barred list checks |

**Work type**

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| What work type does this role fit into? (tick one box that reflects the main work type, the default work type is hybrid) | Fixed | **Hybrid** | Field | Remote | Mobile |